

**Scoring Criteria 1: Key Personnel, including potential project or program principals, managers and or program/project delivery specialists' qualifications and work experience on similar projects**

Min pts 0 : Max pts 60

- A. Include the following items:
- List each key personnel's role/responsibilities on your proposed team;
  - For each proposed key personnel member, provide up to three (3) examples of prior relevant projects. Include the name of project(s); dates of the project(s); and roles/responsibilities for each team member on those project(s); and
- B. Include the following items:  
For each key personnel member on your proposed team, demonstrate his/her understanding of WSDOT, federal, and/or public agency regulations/procedures.
- C. Include the following items:  
Provide listing of professional licenses/accreditations for each proposed key personnel; include the year that each license/accreditation was received. Please include the licenses that were obtained for the State of Washington only.

**Scoring Criteria 2: Key personnel availability/ability to respond to WSDOT schedules**

Min pts 0 : Max pts 40

- A. Include the following items:  
Provide up to three (3) examples for each proposed key personnel that demonstrates his/her prior experience with availability/ability in responding to demanding schedules on WSDOT or similar projects. Include the date(s) of each project; the name of the client/organization for each project; list the key personnel's responsibilities and tasks on each project.
- B. Include the following items:  
Provide up to three (3) examples of each proposed key personnel's ability to manage all of the following within a project:
- Project schedule;
  - Scope of work/scope creep;
  - Budget issues; and
  - Changes that arise throughout the life of the project.

**Scoring Criteria 3: Key personnel experience with mega projects, WSDOT or equivalent urban corridor settings**

Min pts 0 : Max pts 20

**A. Include the following items:**

Provide up to three (3) examples for each proposed key personnel that demonstrates his/her prior experience addressing the unique issues related to very large projects in urban settings. Include the date(s) of each project; the name of the client/organization for each project; list the key personnel's responsibilities and tasks on each project.

**B. Include the following items:**

Provide examples of how each of these key personnel contributed to the success of the project in areas that would not present challenges in smaller projects.

**Scoring Criteria 4: Experience with design/build projects**

Min pts 0 : Max pts 20

**A. Include the following items:**

For the key personnel described in Scoring Criteria 1 above, please provide experience specifically related to Preparation and or delivery of Design / Build projects including management during the construction phase.

**Scoring Criteria 5: Experience with on-call agreements that have short-notice deadline requirements by client**

Min pts 0 : Max pts 20

**A. Include the following items:**

Describe specific situations/projects where you met short-term deadlines from an "On-call" basis. Please explain how you will be able to provide the same kind of responsiveness to the WSDOT over the next two years?

**Scoring Criteria 6: Special Emphasis Areas**

Min pts 0 ; Max pts 10 (for each area chosen)

**A. Include the following items:**

Please identify each Emphasis area you are responding to, if any. Provide the following information. (Please note that this criterion will be scored separately and individually for each Emphasis Area Chosen):

**B. Include the following items:**

Using Scoring Criteria 1 through 5 as a guide, provide information not previously given that describes your qualifications for the Special Emphasis Area(s) chosen.

**Scoring Criteria 7: Past Performance/References**

Min pts 0 : Max pts 20

**A. Include the following items:**

Provide a minimum of three (3) with a maximum of five (5) performance evaluations for either WSDOT projects, Non-WSDOT projects, or a combination of both that are either currently active projects or that has a project completion date within the last three (3) years.

If your firm currently has performance evaluations on file with WSDOT, and you wish to utilize those evaluations, please state in your submittal that you wish to use the performance evaluations that WSDOT has on file for your firm and either refer to each WSDOT Y-agreement number or list each Performance Evaluation by Client.

***Performance Evaluations on WSDOT projects:***

If you wish to have a Performance Evaluation completed on a WSDOT project, please contact the WSDOT project manager and have them complete WSDOT's internal Filemaker Pro form 272-019 "Performance Evaluations – Consultant Services." The completed form must be received no later than the submittal due date.

***Performance Evaluations for Non-WSDOT projects:***

If your firm does not have performance evaluations on file with WSDOT, it is necessary to have an evaluation of past performance completed by a client. A copy of the performance evaluation form completed by clients must be returned to the Consultant Services Office by fax from the client, no later than the submittal due date. A copy must also be submitted by your firm, enclosed in Packet B. You are required to use the WSDOT provided form and have it completed by your client. We will not accept your client version of a performance evaluation form. The WSDOT version of the evaluation form may be obtained by clicking on the link "Performance Evaluation Completed by Reference" which can be found on the main web page for this advertisement.